

Draft Minutes of the IT Investment Board Finance Sub-Committee
January 7, 2004
Virginia Information Technologies Agency
Third Floor Training Room
110 South Seventh Street
Richmond, Virginia

Members Present

Scott Pattison (Chairman)
Dr. Mary Guy Miller
Walter Kucharski (ex-officio)

VITA Staff

Mrs. Cheryl Clark, Acting CIO
Austin Matthews, CFO
Steve Pittard, Assistant Controller

Office of Auditor of Public Accounts

Karen Helderman
Kristin Anliker

Call to Order

The Chairman called the meeting of the Virginia Information Technology Investment Board Finance Sub-Committee to order at 11:00 AM. All members were recorded as present. A motion was made by Scott Pattison, Chairman, that pursuant to Section 2.2-3711.A.1 of the Code of Virginia that the IT Investment Board Finance Sub-Committee convene into Executive Session for the purpose of discussing a personnel matter. Dr. Mary Guy Miller seconded the motion. By unanimous vote, the Board convened into Executive Session.

Open Session

The Finance Sub-Committee reconvened at 11:27 AM. Chairman Pattison read the Virginia statute certifying:

- i. to the best of each members' knowledge, only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act, and

- ii. only such public business matters as were identified in the motion by which the closed meeting was convened was heard, discussed or considered in the meeting by the public body.

Chairman Pattison called the roll and each member so certified. The Finance Sub-Committee immediately convened into open session.

Walter Kucharski advised the Internal Controls Report of the Auditor of Public Accounts would be released to the public on Friday, January 9, 2004. Karen Helderman reviewed findings and recommendations from the Report. A discussion ensued on transformation and agency impact as well as information technology standards. VITA staff was advised there is a need to compare VITA service rates to what other agencies might find if they procured the identical services from an outside vendor. Chairman Pattison complimented VITA staff and staff from the Office of the Auditor of Public Accounts on the herculean task at hand and stated it is important for staff to know there are many positive accomplishments occurring.

Austin Matthews provided two handouts – one on the status of VITA budget initiatives for FY 05/06 and the other on credit policies. There was no discussion on the FY 05/06 budget initiatives.

Chairman Pattison stated credit policies would be discussed at the next meeting, although it would be acceptable to provide them to JLARC to meet the January 15th deadline without specific instruction from the Sub-committee.

Other Business

There was no further business discussed.

Public Comment

There was no public comment made.

Adjourn

There being no further business, the meeting was adjourned at 12:00 noon.